

LEE COUNTY CHILDCARE CENTER PLAN REVIEW APPLICATION

* The application will be reviewed using 15A NCAC 18A .2800 “Rules Governing the Sanitation of Childcare Facilities.”

Plans must be submitted and approved prior to construction, renovation, modification, or upon the change of ownership of such facilities. Submit plans to the Lee County Health Department Environmental Health Division, located at 900 Woodland Avenue, Sanford, NC. If you have any questions regarding the application, contact the following person listed below at (919) 718-4641:

William H. Cain, REHS
Env. Health Specialist
Ext. 5331

_____Plans must include drawings showing placement of equipment in the facility, including storage, food service areas, diaper changing areas, can wash facilities, along with general plumbing, electrical, mechanical, and lighting plans. Submit equipment and finish schedule, also.

_____Each childcare classroom should be identified by age group(s) that will be using the room.

_____Plans must have a proposed menu provided listing the foods to be served at the childcare center.

_____Plans must include a site plan locating exterior equipment such as dumpsters or compactors and indicating the proposed connections to approved sewer and water.

In addition, please complete the following information to identify the childcare facility and who to contact about questions regarding the review of this establishment:

_____New _____Remodel _____Conversion/Addition

NAME OF CHILDCARE CENTER: _____

CHILDCARE CENTER ADDRESS: _____

PHONE: _____ **FAX:** _____

NAME OF OWNER: _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

TITLE (MANAGER, ARCHITECT, DIRECTOR): _____

**NUMBER OF CHILDREN FOR WHICH FACILITY WILL BE
LICENSED:** _____

*****If this is a remodel or a change of ownership, what year was the
original structure built?** _____

Main Food Service

Meals prepared on site or catered? _____

Where will the children eat meals? _____

Will multi-use utensils, silverware, sippy cups, etc... be used or will
disposable utensils be used? _____

Can the kitchen door be locked? Is there a barrier to prevent children from
entering the kitchen area? _____

Please list all equipment to be used in the kitchen and include specification
sheets: _____

Do you have thermometers available to monitor food temperatures? _____

Do you have thermometers in the refrigerators? _____

Will leftovers be served? _____ Will meals be prepared 12 hours in
advance? _____

Infant Food Service

Will bottles be stored, prepared, warmed, served, etc... in the infant room or in the kitchen? _____

Describe procedure for the handling of breast milk? _____

Does the infant room have countertop space for warming bottles? _____

What method will be used to warm bottles? _____

Is there a refrigerator for bottle storage? _____ Thermometer? _____

Is there a separate sink used exclusively for bottle/food preparation? _____

Diaper Changing

Are Diaper changing stations in each are appropriate room? _____

Where will diaper changing supplies be kept? _____

Is there a dirty diaper receptacle with a lid? _____

Can the caregiver view the children while changing diapers? _____

Where and how will soapy water, sanitizer, and disinfectant be stored? _____

Are diaper changing signs provided? _____

Cubbies and Storage

How and where will cubbies be arranged? _____

Are coat hooks spaced at least 12" apart? _____

Is all storage in closet at least 12" off floor to clean? _____

Will toothbrushes be used at the center? _____ Labeled? _____

Beds, Cots, Mats, Cribs, and Linens

Will cribs have the capability of being spaced 18" apart while in use? _____

How and where will cots and/or mats be stored? _____

Where will crib, cot, and mat sheets be stored? _____

Where is the designated sick area with the cot/mat? _____

Is linen being provided by the center or the parents? _____

How often will infant sheets be changed? _____

How often will sheets be laundered? _____

Cleaning and Sanitizing

Is all furniture in the center of a smooth, washable finish? _____

How will toys in infant and toddler rooms be washed and sanitized? Where?
How Often? _____

Please explain what type of sanitizer will be used to sanitize toys, food areas, furniture, etc.? _____

Please explain what type of disinfectant will be used to disinfect toilets, lavatories and diaper changing tables? _____

Do you have appropriate test strips for the types of sanitizer and disinfectant you will be using? _____

Where is the can wash facility for cleaning trash cans, dumping mop water, etc? _____

Will water play centers be used? _____

Hand Wash Lavatories

Does each toilet area have a hand wash lavatory? _____

Does the diaper changing station have a hand wash lavatory exclusively for diaper changing? _____

Does the food service area in the infant and toddler room have a lavatory exclusively for food service? _____

Does the kitchen have a hand sink that is separate from the 2 or 3 compartment sink for hand washing only? _____

Locked Items

Indicate where the following type of locked items will be stored and what kind of lock will be used:

Medicines (both refrigerated and nonrefrigerated) _____

Cleaning supplies and all types chemicals _____

Personal belongings (purses, keys, etc.) _____

Aerosols and all other toxic products _____

Mildly Ill Children

Will you be licensed to care for mildly ill children pursuant to 10A NCAC 09 .2400? _____

Please include protocols for this type of care.

Water Supply

Is the childcare center on a well or provided with county water? _____

Sewage Disposal

Is disposal through an on-site septic system or county sewer? _____

Grease Trap provided? _____

Hot Water Supply

The kitchen hot water must be a minimum of 120 degrees Fahrenheit. All other sinks that are accessible to children and the can wash facility must be maintained between 80-110F.

Provide hot water heater specifications (for both if two are used)
Indicate kitchen and classroom hot water heater

Tank Manufactures and Model # _____
Storage tank size _____ GPH recovery _____

Lighting

Do all light fixtures have shatterproof or shielded bulbs? _____

With lighting illuminate 50 ft. candles at all work areas? _____
And 10 ft. candles at all other areas, including closets? _____

Finishes

Describe the finishes/construction material in the following areas:

	Floors	Walls	Baseboards	Ceilings
Kitchen				
Bathrooms				
Infant Room				
Toddler Room				
Other Rooms				
Staff Room				
Storeroom				
Other				

Wall to wall carpets must be cleaned at least every six months

Animals

What type of animals will be on the premises? _____

Outside Premises

Please describe the playground area (size, play equipment, water activities, etc.) _____

Is there chromated copper arsenate (CCA) pressure-treated wood in the playground area? _____

What methods must be used if CCA pressure-treated wood to make this inaccessible to the children? _____

Is the can wash facility located outside? _____

If yes, is there a fence and lock around it so it is not accessible to the children? _____

Is the HVAC, mechanical equipment, etc. locked with a fence around it so as to make it inaccessible, also? _____

Attach additional sheets if necessary:

Whc

7/12